

DEPARTMENT OF THE NAVY HEADQUARTERS UNITED STATES MARINE CORPS WASHINGTON, DC 20380-0001

MCO 5223.3 C 453 14 Oct 93

MARINE CORPS ORDER 5223.3

From: Commandant of the Marine Corps

To: Distribution List

Subj: ASSIGNMENT AND UTILIZATION OF CENTER FOR NAVAL ANALYSES (CNA)

FIELD REPRESENTATIVES

Ref: (a) OPNAVINST 5510.1H

(b) MCO P5512.11A

(c) NAVMEDCOMINST 6820.3B

(d) MCO P11000.22

(e) DoD Joint Travel Regulations

Encl: (1) DoD Directive 1342.16

1. <u>Purpose</u>. To promulgate the procedures and policy for the assignment and effective use of CNA field representatives.

2. Background

- a. The primary mission of CNA is to provide the Department of the Navy with an independent, authoritative source of applied research and analysis that is focused upon the present and future needs and issues of the Navy and Marine Corps. The CNA Research Program for the Marine Corps consists of research and analysis conducted through the use of resources predominantly located at CNA's headquarters in addition to members of the technical staff assigned to the field program.
- b. Field representatives are assigned to the Marine Corps Combat Development Command and major FMF commands as directed by CG MCCDC, the Product Area Manager for all Marine Corps work. These assignments shall be reviewed at least annually. Additional personnel from CNA's headquarters staff may augment the field program as necessary to provide quick-response analytic support. The provisions of this Order also apply to these additional CNA staff members.

3. Responsibilities

a. It is the responsibility of the field representatives to provide analytical support to the commanders to whom they are assigned. Field representatives shall act in an advisory capacity to provide commanders with analytic assistance which supports evaluation of operational capabilities, optimum use of resources, analyses of field exercises, and the development and evaluation of tactics.

- b. CNA shall submit to the field activity commander a quarterly activity report for each assignment, listing progress and products. Additionally, CNA shall provide CG MCCDC with quarterly summary cost/progress reports for the field program.
- c. The field activity commander is responsible for ensuring compliance with applicable procurement integrity and conflict of interest statues and regulations in the assignment and conduct of all studies by the CNA field representative.
- 4. <u>Liaison with CNA</u>. A collateral duty of CNA field representatives is to provide liaison between the command and CNA in mutual support of the efforts of both organizations. This liaison will be accomplished, in part, by periodic written reports of progress prepared and forwarded by the field representative to the Vice President, Field Operations Division and through interchange of visits between the field representative and CNA Washington personnel.
- 5. Functions. By the application of operations research and systems analysis techniques, CNA field representatives are able to support all phases of a project from planning through execution to reporting. Specific functions of CNA representatives should include analytic support in determination of project objectives, development of measures of effectiveness, establishment of data collection, conduct of procedures, supervision of data collection, conduct of pertinent liaison, performance of specific analysis, and report preparation.
- 6. <u>Desired Utilization</u>. CNA field representatives are assigned in an advisory capacity to provide the command with analytic assistance which supports evaluation of operational capabilities, the optimum use of resources, and the development and evaluation of tactics. The command should assign its CNA field representative within the command at a billet level consistent with effective performance of assigned functions and responsibilities. Commands should utilize CNA representatives under the following guidance:
- a. The highest priority should be given to projects directly related to operations.
- b. The responsibility of the analyst is to obtain quantitative data and to provide analyses based on such data to the Marine Corps decision maker. Qualitative studies which do not use operations analysis techniques are not the most effective use of the capabilities of the assigned representative.
- c. Suitable projects are those for which quantitative data a are available or can be collected and for which an appropriate analytical model exists, or for which there is reasonable assurance that necessary models can be developed in a timely fashion during the course of the project. The guiding principle is that the projects be responsive to command requirements. Commands should allow the CNA representative considerable latitude in the approach to specific projects.

MCO 5223.3 14 Oct 93

- d. Commands will not employ CNA representatives to perform routine administrative matters and routine staff work such as management of contracted analytical services. However, it may, at times, be necessary for commands to have CNA field representatives assist in obtaining, drafting, requesting, or evaluating third-party contracts issued by the Government. To ensure the propriety of CNA's participation in third-party contracting, all CNA field representative participation requires advance approval of CG MCCDC. Additionally, CG MCCDC must approve in advance CNA field representative writings of any kind leading to selection of a third party contractor.
- e. CNA field representatives will normally deploy with their commands to provide analytical support for any and all combat operations.
- f. The final decision regarding the use of a CNA representative rests with the unit commander. The Director, Field Operations, is responsible for evaluating the effectiveness of the field representative's performance.
- g. In the execution of assigned tasks the CNA representative must be able to observe operations, when appropriate, and have access to all information pertaining to the problem studies.
- h. CNA field representatives will normally report the results of their work via memoranda, distributed and controlled by the unit commander. CNA will only distribute field memoranda outside of CNA with the approval of the unit commander.
- i. If the command requires assistance beyond that which the assigned representative can provide, or if a command has no assigned representative, the command should submit a request for CNA assistance to CG MCCDC (C 45) through the normal chain of command.
- j. A CNA field representative may assist commands, other than the one assigned, only with the approval of the unit commander. Requests for such assistance should be submitted through the normal chain of command.
- 7. Reporting. Commands shall issue a quarterly assessment report (QAR) of their assigned CNA representatives to: Marine Corps Combat Development Command (C 453), Studies and Analysis Division, 3093 Upshur Ave., Quantico, VA. 22134-5130. The CNA representative submits a listing of activities to their command, and the command provides an assessment of the products received, discussing timeliness, usefulness to the command, and professional quality.

8. Documents and Accountability

a. CNA routinely will send classified documents to the command for use by the field representative, marked for the CNA representative. Document control procedures of reference (a) apply. Accountability for the documents becomes the command's responsibility.

b. Many of the documents sent to the field representative are preliminary in nature and have not been approved for official dissemination by CG MCCDC. Such "private" communication of work in progress is essential both to the representative's continued professional development and best performance at the command. Accordingly, the transmittal of correspondence will clearly state that the material is specifically intended for use by the CNA representative. CNA will affix "Special Handling" cover sheets to emphasize that the command should give these documents only to the field representative and not route them more widely within the command without approval of the field representative.

9. Administration

- a. Billeting, Messing, and Deployment Support. In general, the command should give consideration to providing the field representative with privileges accorded officer personnel of equivalent responsibility and rank, including messing and berthing accommodations when required. The field representative should be outfitted with appropriate gear for deployments, and receive appropriate predeployment immunizations, shots, and training.
- b. <u>I.D. Cards</u>. Commands may issue CNA representatives uniformed services identification and privilege cards (DD Forms 1173) within the guidelines of reference (b). Field representatives assigned to overseas commands and their dependents are authorized to patronize commissary and exchange facilities and are also eligible for dependent education and medical support when required. Dependent education eligibility is contained in the enclosure. Dependent medical support is provided under the provisions of reference (c). Commands may issue field representatives assigned to non-overseas commands DD 1173 cards for identification purposes only.
- c. <u>Housing</u>. CNA representatives are customarily assigned TAD orders regardless of their length of assignment. Commands shall consider CNA representatives on TAD orders for a period of 180 days or more in a "special circumstances" category and eligible for family housing under the provisions of reference (d).
- d. $\underline{\text{Leave}}$. CNA field representatives are encouraged to take leave during field assignments with the concurrence of their commands.
- e. <u>Travel</u>. The CNA representative may travel under authority of CNA or the command. When the command to which the field representative is attached directs the travel, reimbursement for travel is the responsibility of the command and will be in accordance with reference (e).
- 10. Action. Commands to which CNA representatives are assigned will:
- a. Ensure that projects undertaken are appropriate to the intended CNA representative's responsibilities and are responsive to command requirements.

MCO 5223.3 14 Oct 93

- b. Ensure that the CNA representative is given the broadest possible access to operational, planning, and logistic information consistent with the representative's security clearance. Commands will initiate requests for additional clearance for the field representative when required in the accomplishment of assigned tasks.
- c. Encourage close coordination at the working level to ensure that a full expression of operational concerns and valid tactical and operational data are made available to the CNA representative.
- d. Make full use of the assigned CNA representative by encouraging participation in all stages of an operation or exercise, including early planning.
- e. Transmit the results of CNA studies when these merit consideration by other commands.
- f. Ensure command compliance with procedures regarding assigned CNA field representative travel and housing.
- g. Provide authorized support for the assigned CNA representative and eligible dependents.

DISTRIBUTION: PCN 1020762800

Copy to: 7000110 (55)

7230000 (38) CNO (N811) (6)

DTIC (3) 8145005 (2)

7000099, 144/8145001 (1)



Department Of Defense DIRECTIVE

MCO 5223.3 14 Oct 93

October 16, 1987 NUMBER 1342.16

Provision of Free Public Education for Eligible Dependent Children Pursuant to Section 6, Public Law 81-874, as Amended

- References: (a) Public Law 97-35, "Omnibus Budget Reconciliation Act of 1981, " Section 505(c), August 13, 1981 (20 U.S.C. 241 note)
 - (b) Public Law 81-874 dated September 30, 1950, Section 6, as amended (20 U.S.C. 241)
 - (c) Public Law 95-561, "Defense Dependents' Education Act of 1978, " Sections 1009 and 1031(a), November 1, 1978 (20 U.S.C. 241)
 - (d) Memorandum of Understanding between The Department of Defense and The Department of Education, August 16, 1982
 - (e) through (k), see enclosure 1

A. PURPOSE

This Directive:

- 1. Establishes policies and prescribes procedures for the Department of Defense (DoD) to make arrangements (as defined in enclosure 2) for the provision of free public education to eligible dependent children as authorized by references (a), (b), and (c).
- 2. Implements references (a) (b), (d), and (e) and cancels reference (f).

B. APPLICABILITY AND SCOPE

This Directive applies to:

- 1. The Office of the Secretary of Defense (OSD), the Military Departments, and the Defense Agencies.
- 2. The schools operated by DoD within the Continental United States (CONUS), Alaska, Hawaii, Puerto Rico, Wake Island, Guam, American Samoa, the Northern Mariana Islands, and the Virgin Islands.

C. POLICY

- 1. In conformity with P.L. 97-35, P.L. 81-874, add P.L. 95-561 (references (a), (b), and (c)), it is DoD policy that dependent children of U.S. military personnel and federally employed civilian personnel residing on Federal property be educated, whenever suitable, in schools operated and controlled by local public school systems.
- 2. When it is not suitable for the children of U.S. military personnel and federally employed civilian personnel to attend a

locally operated public school, the Secretary of Defense, or designee, shall make arrangements for the free public education of such children. These arrangements may include the establishment of schools within the United States and specified possessions.

- 3. The arrangements for much free public education shall be made by the Secretary of Defense, or designee, either with a local educational agency, or with the Head of a Federal Department or Agency, whichever in the judgment of the Secretary, or designee, appears to be more applicable. If such an arrangement is made with the Head of a Federal Department or Agency, either it must administer the property on which the children to be educated reside or, if the local schools are unavailable to the children of members of the Armed Forces on active duty because of official State or local action and no suitable free public education may be provided by a local educational agency, the Department or Agency must have jurisdiction over the parents of some or all of such children.
- 4. Section 6 School Arrangements are required, to the maximum extent practicable, to provide educational programs comparable to those being provided by local public educational agencies in comparable communities in the State where the Section 6 School Arrangement is located. If the Section 6 School Arrangement is outside of CONUS, Alaska, or Hawaii, it shall provide, to the maximum extent practicable, educational programs that are comparable to the free public education provided by the District of Columbia.
- 5. Section 6 School Arrangements operated by DoD under P.L. 97-35, P.L. 81-874, and MOU (references (a), (b), and (d)) shall comply, except as provided in this paragraph, with P.L. 94-142 (reference (g)). If the State or other jurisdiction on which a Section 6 School Arrangement's educational comparability is based has adopted a "State plan" for the implementation of reference (g), that Section 6 School Arrangement shall provide its handicapped students a free appropriate public education, as defined in reference (g). That education, except as follows in this paragraph, is consistent with such State plan. To satisfy this responsibility, Section 6 School Arrangements shall conform to the substantive and procedural provisions of P.L. 94-142 (reference (g)), except for those relating to impartial due process hearings in section 1415 of reference (g). The procedures of such Section 6 School Arrangements for the identification, assessment, and programming of handicapped students in special education and related services must conform to the comparable State's regulatory guidelines. Complaints with respect to the identification, evaluation or educational placement of, or the free appropriate public education provided to students in such a Section 6 School Arrangement who are or may be handicapped shall be investigated under enclosure 5 to DoD Directive 1020.1 (reference (h)). If the State on which a Section 6 School Arrangement's comparability is based has not adopted a State plan, the State plan of an adjacent State must be followed. If no adjacent State has adopted a State plan, the State plan of another State that is similar to the State in which the Section 6 School Arrangement is located shall be selected.
- 6. After consultation with the Military Departments, funds shall be made available for the operation and maintenance of Section 6 School Arrangements, on either a direct or reimbursable basis, to the comptroller at the respective military installation. These funds shall remain separate and distinct from the funds of the individual military Services.

Oct 16, 87 1342.16

- 7. Attendance in Section 6 School and Special Arrangements within CONUS, Alaska, and Hawaii is limited to eligible dependent children under P.L. 81-874 (reference (b)). Guidance, consistent with reference (b) and P.L. 95-561 (reference (c)), for student eligibility for Section 6 School Arrangements located outside of CONUS, Alaska, and Hawaii shall be established by the Military Department concerned after coordination and approval by the General Counsel of the Department of Defense, or designee, and the Assistant Secretary of Defense (Force Management and Personnel), or designee.
- 8. Where a member of the Armed Forces is transferred or retires and the member's family moves after the start of the school year from on-base (post) housing, the member's children shall be permitted to continue in attendance at the Section 6 School Arrangement for the remainder of the school year during which the transfer or retirement occurred, if the child is residing with a parent or legal quardian or another person acting in loco parentis.
- 9. Where a member of the Armed Forces is assigned to an installation on which there is a Section 6 School Arrangement and is assigned on-base (post) family housing that is expected to be available for occupancy and to be occupied within 90 school days from the reporting date, the member's children may be permitted to attend the school while residing in an area adjacent to such Federal property. Transportation for children attending a Section 6 School Arrangement under these conditions is the responsibility of the parent.

D. DEFINITIONS

The terms used in this Directive are defined in enclosure 2.

E. RSSPONSIBILITIES

- 1. The Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)), or designee, shall:
- a. Ensure the development of policies and procedures for the operation, management, budgeting (in accordance with guidance provided by the Assistant Secretary of Defense (Comptroller) (ASD (C)), construction, and financing of Section 6 Schools and for Section 6 Special Arrangements.
- b. Ensure that arrangements shall be made for the free public education of eligible dependent children in CONUS, Alaska, Hawaii, Puerto Rico, Wake Island, Guam, American Samoa, the Northern Mariana Islands, and the Virgin Islands, under P.L. 97-35, P.L. 81-874, and P.L. 95-561 (references (a), (b), and (c)).
- c. Ensure the establishment of elected school boards in Section 6 School Arrangements operating under references (a) and (b).
- d. Ensure that the free public education being provided is, to the maximum extent practicable, of the kind and quality as that being provided by comparable public school districts in the State in which the Section 6 School Arrangement or Section 6 Special Arrangement is located or, if outside of CONUS, Alaska, and Hawaii, as that being provided by the District of Columbia public schools.

- e. Ensure the establishment of audit procedures for reviewing funding of Section 6 School Arrangements and Section 6 Special Arrangements under P.L. 97-35, P.L. 31-874, and P.L. 95-561 (references (a), (b), and (c)).
- f. Ensure timely and accurate preparation of budget execution reports and full compliance with accounting requirements in accordance with DoD 7220.9-M (reference (i)).
- g. Approve guidance for student eligibility established by a Military Department for Section 6 School Arrangements located outside of CONUS, Alaska, and Hawaii.
- 2. The General Counsel of the Department of Defense (GC, DoD), or designee, shall:
- a. Approve guidance established by a Military Department for student eligibility for Section 6 School Arrangements located outside of CONUS, Alaska, and Hawaii.
- $\ensuremath{\text{b.}}$ Provide legal advice for the implementation of this Directive.
- 3. The Secretaries of the Military Departments, or designees, shall:
- a. Comply with this Directive, including policies and procedures promulgated under paragraph E.1.a., above, and ensure that Section 6 School Arrangements on their respective installations or under their jurisdiction are maintained and operated under this Directive.
- b. Submit budgets to the ASD(FM&P) for operation and maintenance, procurement, and military construction for each Section 6 School Arrangement and each Section 6 Special Arrangement under OSD guidelines.
- c. Ensure that there is an elected school board at each Section 6 School Arrangement.
- d. Ensure the establishment of a means for employing personnel and, as required, for programming manpower spaces for such employees, all subject to applicable laws and regulations.
- e. Ensure that each Section 6 School Arrangement has current operating guidelines.
- f. Ensure that nonappropriated funds and related activities of Section 6 School Arrangements are reviewed under DoD Directive 7600.6 (reference (j)).
- g. Establish guidance, consistent with P.L. 81-874 and P.L. 95-561 (references (b) and (c)), for student eligibility to attend Section 6 School Arrangements located outside of CONUS, Alaska, and Hawaii and operated by the Military Department concerned. Gain the approval of the ASD(FM&P), or designee, and the GC, DoD, or designee, before implementation.

Oct 16, a7 i342.16

- 3. The <u>Installation Commanders</u>, or for Puerto Rico, the <u>Area Coordinator</u>, shall:
- a. Provide resource and logistics support at each Section 6 School Arrangement located on the installation.
- b. Ensure the establishment and operation of an elected school board at the Section 6 School Arrangement.
- c. Ensure the implementation of DoD Directive 5500.7 (reference (k)) and that all Section 6 School Arrangement personnel are counseled and familiarized with its contents.
- d. Provide installation staff personnel to advise the school board in budget, civil engineering, law, personnel, procurement, and transportation matters, when applicable.
- e. Disapprove actions of the school board that conflict with applicable statutes or regulations. Disapprovals must be in writing to the school board and shall note the specific reasons for the disapprovals. A copy of this action shall be forwarded through channels of the Military Department concerned to the ASD(FM&P), or designee.
- f. Ensure the safety of students traveling to and from the on-base (post) school(s).
- g. Ensure that comptrollers and other support elements comply with the authorized execution ot funds for Section 6 School Arrangements in accordance with the budget approved by the ASD(FM&P), or designee.

4. The Section 6 Dependents' School Board shall:

- a. Review and monitor school expenditures and operations, subject to audit procedures established under this Directive and consistent with P.L. 97-35 and P.L. 81-S74 (references (a) and (b)).
- b. Conduct meetings, approve agendas, prepare minutes, and conduct other activities incident to and associated with Section 6 School Arrangements.
- c. Recruit and select a Superintendent for the Section 6 School Arrangement under the school board's jurisdiction.
- d. Provide the Superintendent with regular constructive written and oral evaluations of his or her performance. Evaluations should be linked to goals established by the school board with the assistance of the Superintendent.
- e. Provide the Superintendent the benefit of the school board's counsel in matters on individual school board member's expertise.
- f. Ensure the attendance of the Superintendent, or designee, at all school board meetings.

- g. Review and approve school budgets prior to submission to the ASD(FM&P), or designee, through channels of the Military Department concerned.
- h. Establish policies and procedures for the operation and administration of the Section 6 School Arrangement(s).
- i. Provide guidance and assistance to the Superintendent in the execution and implementation of school board policies, rules, and regulations.
- j. Consult with the Superintendent on pertinent school matters, as they arise, which concern the school and on which the school board may take action.
- k. Channel communications with school employees that require action through the Superintendent, and refer all applications, complaints, and other communications, oral or written, to the Superintendent in order to ensure the proper processing of such communications.
- 1. Establish policies and procedures for the effective processing of, and response to, complaints.

5. The Section 6 School Arrangement Superintendent shall:

- a. Serve as the chief executive officer to the school board to ensure the implementation of the school board's policies, rules, and regulations.
- b. Attend all school board meetings, or send a designee when unable to attend, sitting with the school board as a non-voting member.
- c. Provide advice and recommendations to the school board and the Installation Commander or Area Coordinator on all matters and policies for the operation and administration of the school system.
- d. Recruit, select, and assign all professional and support personnel required for the school system. Teachers and school administrators shall hold, at a minimum, a current and applicable teaching or supervisory certificate, respectively, from any of the 50 States, Puerto Rico, the District of Columbia, or the DoD Dependents' Schools system. Additional certification may be necessary to comply with respective State or U.S. national accreditation association standards and requirements.
- e. Determine retention or termination of employment of all school personnel under applicable Federal regulations.
- f. Organize, administer, and supervise all school personnel to ensure that the curriculum standards, specialized programs, and level of instruction are comparable to accepted educational practices of the State or the District of Coltunbia, as applicable.
- g. Be responsible for the fiscal management and operation of the school system to include execution of the budget as approved by ASD(FM&P), or designee, and in accordance with school board quidance.

Oct 16, 87 1342.16

- h. Ensure the evaluation of all school employees on a regular basis.
- i. Ensure the maintenance of all school buildings, grounds, and property accounting records.
- j. Ensure the procurement of necessary school supplies, equipment, and services.
- k. Ensure the preparation of the annual Section 6 School Arrangement budget as approved by the school board, and as required by the ASD(FM&P), or designee, and the military Department concerned, in accordance with guidance provided by the ASD(C), or designee, under DoD 7220.9-M (reference (i)).
- 1. Ensure the maintenance of a professional relationship with local and State school officials.
- m. Ensure, wherever practicable, the maintenance of accreditation of the Section 6 School Arrangement by the State and/or applicable regional accreditation agencies.
- n. Operate the school consistent with applicable Federal statutes and regulations, and with State statutes and regulations that are made applicable to the Section 6 School Arrangement by this Directive.
- o. Ensure the submission of an annual statement to the Military Department concerned demonstrating comparability of the free public education provided in the Section 6 School Arrangement(s).
- p. Ensure the implementation of the local State plan or regulatory guidelines for compliance with F.L. 94-142 (reference (g)). If the State on which a Section 6 School Arrangement's comparability is based has not adopted a State plan, the responsible Section 6 School System Superintendent shall choose the State plan of an adjacent State to follow. If no adjacent State has adopted a State plan, the Superintendent shall select the State plan of another State that is similar to the State in which the Section 6 School Arrangement is located.

6. <u>Section 6 School Board Elections</u>

A school board for a Section 6 School Arrangement, as authorized by section 1009(d) of F.L. 95-56l (reference (c)), shall be empowered to oversee school expenditures and operations, subject to audit procedures established by the Secretary of Defense and under F.L. 81-874 (reference (b)). The <u>Secretary of the respective Military Department</u> shall:

a. Ensure that the school board is composed of a minimum of three members elected only by parents or legal guardians (military or civilian) of students attending the school at the time of the election. The terms for school board members are to be established as between 1 and 3 years.

- b. Ensure the following procedures for a school board election are observed:
- (1) Parents shall have adequate notice of the time and place of the election.
- (2) Election shall be conducted by secret ballot. The candidate(s) receiving the greatest number of votes shall be elected as school board member(s).
- (3) Personnel employed in the school system shall not be school board members, except for the Superintendent, who serves as a non-voting member.
- (4) Nominations shall be by petition of parents of students attending the school at the time of the election. Votes may be cast at the time of election for write-in candidates who have not filed a nomination petition if the write-in candidates otherwise are qualified to serve in the positions sought.
- (5) The election process shall provide for the continuity of school board operations.
- (6) Vacancies that occur among members of the elected school board may be filled to complete unexpired terms by either election of members by a special election process or by a school board election process if at least three school board members serving were elected by parents. Members elected to fill unexpired terms shall not serve more than 1 year, unless elected by parents of the students.
- (7) The responsibility for developing the plans for and conducting the school board election rests with the Superintendent and the school board.

F. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. The Secretary of each Military Department shall forward two copies of the Military Department's implementing documents to the ASD(FM&P) within 120 days.

Williaim H. Taft, IV

Deputy Secretary of Defense

allian H. 7. Ft De

Enclosures - 2

- 1. References
- 2. Definitions

REFERENCES, continued

- (e) Federal Register Document 84-11282, "Process for Section 6 Schools Operated by the Department of Defense," Federal Register, Volume 49, Number 82, page 18028, April 26, 1984
- (f) Assistant Secretary of Defense (Force Management & Personnel) Memorandum, "Education of handicapped Students in Scction 6 Schools Operated by the Department of Defense," December 10, 1986 (hereby canceled)
- (g) Public Law 94-142, "Education for All Handicapped Children Act of 1975," as amended (20 U.S.C. 1401 et seq.)
- (h) DoD Directive 1020.1, "Nondiscrimination on the Basis of Handicap in Programs and Activitics Assisted or Conducted by the Department of Defense," March 31, 1982
- (i) DoD 7220.9-M, "Department of Defense Accounting Manual," October 1983, authorized by DoD Instruction 7220.9, October 22, 1981
- (j) DoD Directive 7600.6, "Audit of Nonappropriated Funds and Related Activities," January 4, 1974
- (k) DoD Directive 5500.7, "Standards of Conduct," January 15, 1977

DEFINITIONS

- 1. Adjacent Area. A geographic location that is next to or near Federal property. This normally should include a student commuting area within 45 minutes of the Fcderal property, unless another area identified as adjacent is designated specifically by an administrator of the Federal property; i.e., the installation commander.
- 2. <u>Arrangements</u>. Actions taken by the Se':retary of Defense to provide a free public education to dependent children under P.L. 81-874 (reference (b)) through, first, Section 6 School Arrangements or, second, Section 6 Special Arrangements:
- a. <u>Section 6 School Arrangement</u>. When a DoD-operated school is established on Fcdaral property to provide a free public education for eligible children or, if not established on such property, the eligible child resides on such property.
- b. <u>Section 6 Special Arrangement</u>. An agreement, under reference (b), between the Secretary of Defense, or designee, tile ASD(FM&P), or designee, or the Secretary of a Military Department, or designee, and a local public education agency whereby a school or a school system operated by the local public education agency provides educational services to eligible dependent children of U.S. military personnel and federally employed civilian personnel. Arrangements result in partial or total Federal funding to the local public education agency for the educational services provided.
- 3. Comparability. Comparability is the act of demonstrating that the educational services and programs, school plant and facilities, budget and per-pupil expenditures, and all associated activities and services provided in Section 6 School Arrangements for the free public education of eligible dependent children are, to the maximum extent practicable, equivalent in quality and availability to those provided by school districts in the State where the Section 6 School Arrangement is located or the district(s) to which it is compared. Each Section 6 School Arrangement, in coordination with the Military Department concerned, shall provide an annual statement, with supporting documentation, which demonstrates its comparability.
- 4. <u>Dependent Children</u>. Children who reside on Federal property, or are minor dependents who are the children, stepchildren, adopted children, or wards of U.S. military sponsors or federally employed sponsors, or who are residents in the households of bona fide sponsors who stand in loco parentis to such individuals and who receive one-half or more of their support from such sponsors, and are within the age limits for which the applicable State provides free public education.
- 5. Federal Property. Real property that is owned or leased by the United States.
- 6. <u>Free Public Education</u>. Education that is provided at public expense under public supervision and direction without charge to the sponsor of a child, and that is provided at the elementary or secondary school level of the applicable State. The term shall not include any education provided beyond grade 12,

except in the case of State policy regarding the education of handicapped students, nor does it preclude the collecting of tuition from an Agency responsible for the assignment of a child's sponsor resulting in the attendance of the child of a Section 6 School Arrangement.

- 7. <u>Local Educational Agency</u>. A board of education or other legally constituted local school authority having administrative control and direction of free public education in a county, township, independent, or other school district in a State. The term includes any State Agency operating and maintaining facilities for providing free public education.
- 8. $\underline{\text{Parent}}$. Includes a legal guardian or another person standing in loco parentis.
- 9. <u>State</u>. A State, Puerto Rico, Wake Island, Guam, the District of Columbia, American Samoa, the Northern Mariana Islands, or the Virgin Islands.
- 10. <u>State Educational Agency</u>. The officer or Agency primarily responsible for State supervision of public elementary and secondary schools.